

New CTE Professionals Workshop



A free professional development opportunity designed specifically for career & technical education professionals in their first, second, or third year in the classroom.

Wednesday, October 20, 2010

UM-Helena College of Technology

Helena, Montana

INVITATION

The Career and Technical Education Specialists within the Office of Public Instruction invite all new career and technical education professionals in Montana to join them in Helena for a **FREE** one-day professional development experience.

The New CTE Professionals Workshop will offer those new to the classroom, as well as those with less than four years of experience, the ability to develop the essential knowledge and skills to be successful in the classroom and in the CTE teaching profession while learning about the leadership and professional growth opportunities available for themselves and their students.

FOCUS & FLOW

Montana's CTE Specialists have designed the workshop to include information on the current direction and issues in career and technical education at the federal and state levels, professional organizations, curriculum resources, program standards and guidelines, and career and technical student organizations.

The workshop is designed to start with career and technical education topics followed by CTE area-specific items in the morning session. After lunch, the afternoon's focus will shift to career and technical student organizations and offer attendees training and resources for starting a CTSO chapter or advising/co-advicing an established chapter.

MORNING SESSIONS & TOPICS

- 8-8:15 am Introductions and Welcome by the OPI Career & Technical Education Specialists and Staff
- 8:15-9 am Joint Session #1: Carl Perkins and State Career & Technical Education Money
 - Establishing and working with local advisory boards
 - Timeline of state, regional, and national career and technical education-related events and due dates
 - Increases in funding for professional development
 - The importance of membership in professional organizations
- 9-9:45 am Joint Session #2: Career Clusters and the Big Sky Pathways
 - Resources and instructional strategies for the States' Career Clusters
 - The Big Sky Pathways Initiative and the development of Programs of Study
 - Status of STatewide ARTiculation (START) agreements
 - Using Montana Career Information System (MCIS) for career exploration & creating Montana Achievement Plans
 - Details on future trainings and professional development opportunities
- 10:15-Noon Breakout Session #1: CTE-Area Breakout Sessions
 - Agriculture: Program Standards, Agriculture Education Curriculum, and using METNET
 - Business/Marketing: Professional Organizations, State Leadership Network, Professional Development Opportunities, National Standards for Business Education
 - Family & Consumer Sciences: National & Program Standards, Best Practices and Resources, Time Management, Mentoring
 - Industrial Technology: Program Standards and Guidelines, Resources and Contacts

LUNCH

An informal networking lunch will be provided for the morning's attendees. This is a great time to meet the other attendees, discuss the topics covered, and share ideas. The lunch will be catered by Helena's own Chili O'Briens. Please indicate on the registration form any special dietary restrictions and/or food allergies.

AFTERNOON SESSIONS & TOPICS

- 1-1:30 pm Joint Session #3: CTSO New Advisor Training
 - Introduction of Montana CTSOs, state advisors, and leadership teams
- 1:30-3 pm Breakout Session #2: CTSO New Advisor Breakouts
 - BPA: Organizational Structure & Governance, Calendar of Events, State & National Programs
 - DECA: Structure of Montana DECA/National DECA, Calendar of Events, State & National Contacts
 - FCCLA: Membership & Affiliation, Chapter Development, Student Management
 - FFA: Ag Teacher Mentoring
 - SkillsUSA: Chapter Registration & Establishing Students on the SkillsUSA Website, State Chapter Requirements
- 3:15-4:45 Breakout Session #2: CTSO New Advisor Breakouts, cont.
 - BPA: Competitive Events, Leadership Conferences, Chapter Resources, Scholarship Opportunities, State Officer Candidacy Process
 - DECA: Competitive Events, State Officer Application Process, Resources & Helpful Tips
 - FCCLA: National Programs, Mentoring, Timeline/Calendar of Events
 - FFA: FFA Chapter Management and Resources
 - SkillsUSA: State Conference Registration, Conference Requirements, Montana SkillsUSA Website 101
- 4:45-5 pm Wrap-Up and Closing

SIGN UP

To attend this free New CTE Professionals Workshop, please complete the following registration form and submit by October 1. Up to eight OPI Renewal Units will be available. The workshop will be held at the UM Helena-College of Technology's main campus at 1115 North Roberts (across from Helena High).

Come for the New CTE Professionals Workshop and stay for the 2010 Big Sky Pathways Institute.

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Helena, Montana

Name _____ School _____

School Mailing Address _____ City _____ ST _____ ZIP _____

School Phone _____ Preferred Email _____

CTE Area of Instruction ☐ Agriculture ☐ Business/Marketing ☐ Family & Consumer Sciences ☐ Industrial Technology

Years in the Classroom ☐ 1st ☐ 2nd ☐ 3rd ☐ Other _____

Lunch (included as part of the workshop) ☐ Yes, I will attend the lunch ☐ No, I will not attend the lunch

Special Dietary Restrictions/Allergies _____

Please indicate any special requests/accommodations to make your experience more enjoyable:

Do you currently advise a Career & Technical Student Organization?

- ☐ Yes (please indicate CTSO) ☐ BPA ☐ DECA ☐ FCCLA ☐ FFA ☐ SkillsUSA ☐ TSA
- ☐ No, someone else is the advisor (please indicate CTSO) ☐ BPA ☐ DECA ☐ FCCLA ☐ FFA ☐ SkillsUSA ☐ TSA
- ☐ No, but I would like to start a chapter (please indicate CTSO) ☐ BPA ☐ DECA ☐ FCCLA ☐ FFA ☐ SkillsUSA ☐ TSA
- ☐ No, I am not interested in starting a chapter

Workshop At-a-Glance

8-8:15 am	Introductions and Welcome by OPI Career & Technical Education Specialists and Staff	1-1:30 pm	Joint Session #3: CTSO New Advisor Training
8:15-9 am	Joint Session #1: Carl Perkins and State Career & Technical Education Money	1:30-3 pm	CTSO-specific New Advisor Training Breakout Session #1
9-10 am	Joint Session #2: Career Clusters and Big Sky Pathways	3-3:15	Break
10-10:15 am	Break	3:15-4:45	CTSO-specific New Advisor Training Breakout Session #2
10:15—Noon	CTE-specific Breakout Session	4:45-5 pm	Closing, Wrap-Up, and Evaluations
Noon-1 pm	Lunch, catered by Chili O'Briens		

Attendees may receive up to 8 OPI Renewal Units

For questions, please contact your CTE Specialist:

- Agriculture Education: Brad King
Phone: 406.444.4451 Email: bking2@mt.gov
- Business Education: Eric Swenson
Phone: 406.444.7991 Email: eswenson@mt.gov
- Family & Consumer Sciences Education: Megan Anderson
Phone: 406.444.3599 Email: manderson2@mt.gov
- Industrial Technology Education: Don Michalsky
Phone: 406.444.4452 Email: dmichalsky@mt.gov

Registration Deadline: Postmarked by October 1, 2010

Email, Fax, or Mail Registration to:

Eric Swenson
Business Education Specialist
Montana Office of Public Instruction
PO Box 202501
Helena, MT 59620-2501
Fax: 406.444.1373
eswenson@mt.gov

**Keep a copy of this form
for your records**

